

# Cawston Parish Council

**Councillors:** P. Venner (Chairman), Mrs D. Wilson (Vice Chairman)  
Mrs M. Brett, M. Cool, P. Hayden-Hart, Ms S Bestwick, M. Emery, M. Duncan, Mrs J Hudson, Mrs C. Yates

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## MINUTES

Any queries relating to these minutes should be directed to The Clerk;

Mr Raymond Morgan, 52 Ratliffe Road, rugby, CV22 6HB  
Telephone: 01788 519563 or Email: [clerk@cawstonpc.org](mailto:clerk@cawstonpc.org)

**Ordinary meeting Number 91, Tuesday 25th February 2014**  
**Held at Cawston Grange Children's Centre**

Parish Councillors in Attendance:	P. Venner, Mrs D. Wilson, M. Emery, M. Duncan, Ms S. Bestwick
Other Guests in Attendance:	None.
Number of Public in Attendance:	Two

### **The meeting opened at 7.36 pm.**

#### **1. To receive apologies for absence.**

Apologies were received from Cllrs Mrs M. Brett, M. Cool & Mrs C. Yates. Also County & Borough Cllr P. Butlin and Borough Cllr M. Williams..

#### **2. Declarations of interest as defined by the Code of conduct for Councillors.**

None

#### **3. Minutes of the Previous Meeting(s).**

As there were a number of amendments to the minutes of the previous meeting it was agreed hold over approval to the next meeting. Draft minutes, after amendment would be posted on the notice boards.

#### **Matters arising from the Minutes of the previous meeting.**

**Action:** The Clerk is to obtain a summary of the s.106 agreement relating to Cawston.

**Action:** Guidance notes on VAT are to be sent to Cllr Ms Bestwick.

The Chair went through the items on the Action Log and this was up-dated. Other items are included on agenda for this meeting.

#### **4. Report from Warwickshire Police.**

No Police in attendance.

Statistics up to the 11<sup>th</sup> January 2014 were reported at the previous meeting and there was no further update available.

**ACTION:** The Clerk to contact the Police and ask for a regular report update as presented at the last meeting

#### **5. Up to 15 minutes where members of the public in attendance can address The Council.**

A resident raised the subject of the planning application relating to 23 Planter Close. This resident, together with others, have objected to the change of use to a 7 bed house with multiple occupancy on a number of counts. The question raised was 'What is the Parish Council response to the planning application'. After some discussion

- **The Council Resolved That:** The Clerk draft a letter of objection to Rugby Borough Council and send to Cllr Ms Bestwick for approval before submitting.
- **Proposed:** Cllr P. Venner
- **Seconded:** Cllr M. Duncan
- All in favour

**Action:** Once Cllr Ms Bestwick has approved the wording in the letter, the Clerk to send letter to RBC Planning as the Council's official response.

**6. Opportunity for Borough and County Councillors to address The Council**

None present.

**7. To discuss Community Governance Review of Cawston parish Boundaries**

A letter had been received from Rugby Borough Council advising that the second stage of the consultation had started.

The letter was a formal notification that draft recommendations had been published and invited comments on them. Views of residents, businesses and other organisations both within Cawston Parish and in neighbouring parishes that may be affected by any potential changes are being sought.

**Action:** Cllr Venner is to draw up a draft response for discussion at the March Council meeting.

**Action:** The Clerk is to contact WALC to see if a letter prepared by the Parish Council for residents to sign and send on to Rugby Borough Council would be acceptable.

**Action:** Cllr Venner to include article in next issue of the Parish News

**8. a) Consortium Liaison and Adoption**

Severn Trent Water are moving forward with the adoption of the sewers. The Consortium are still waiting for the County Council to produce a schedule of defects/modifications required to the lighting. In the meantime civil works are proceeding. There is still no positive outcome as to adoption.

**b) Community Hall**

**i) Build and Design**

Cllr M. Emery reported that room data sheets were still to be incorporated.

**ii) Fundraising incl. Legals and Governance**

There is a need to set up hall trustees.

**Action:** An article will be in the next issue of CPN calling for volunteers. Cllr P. Venner / Cllr Ms. S Bestwick.

Discussion took place on the financing of the hall build and the need to consult local residents on the project and associated borrowing. Any proposal to increase the precept to meet borrowing costs must be backed by evidence of public support.

**c) Finance, Staffing and Admin**

**i) Report on Finances and to consider any payments to be made**

The funds available to the council at 24th February 2014 were £215,224.43p

The Working Group **recommends** the following payments are approved:

Staff Related	£282.60 no VAT
Office Expenses	£ 2.00 inc VAT
Rugby Borough Council	£ 96.00 no VAT
Warwickshire CC	£ 144.00 no VAT
Plusnet plc	£ 29.28 incl VAT
Zoe's Place	£ 100.00 no VAT
WALC	£ 40.00 no VAT
Data Protection Act	£ 35.00 no VAT
<b>TOTAL PAYMENTS</b>	<b>£728.88p</b>

- **The Council Resolved That:** The Working group recommend payment and transfer of all the above
- **Proposed:** Cllr Ms S Bestwick
- **Seconded:** Cllr P. Venner
- All in favour

**d) Community Open Space**

**Great War Centenary Avenue of Trees.** Cllr Ms. Bestwick reported that there would be a poppy seeding scheme, 100 trees, with plaques next to them, and the possibility of a monument. She will report back on any funding necessary.

**Action:** Article to be included in next edition of the Parish News

**Open Space**

Cllr Mrs Wilson reported that there were burn marks on the Sports Field near a bench and that the tarmac may need replacement.

The steps on the play area had been put in together with extended mats. There was no response yet on the Health and Safety aspects of the 'button swing'.

**e) Cawston Parish News**

Nest issue is due for delivery on the weekend of the 22<sup>nd</sup> March. All articles to be with Cllr Venner by 9<sup>th</sup> March

**9. Boundary Review**

Covered under item 7.

**10. To hear and consider any received correspondence (including notice of forthcoming external meetings)**

Email from Sean Lawson of RBC – response to Clerk of Bourne Town Council on the question of dog fouling on the play area and the actions RBC are taking in this matter.

Report from

Cllr Michael Cool on the subject of 'Community Resilience'.

Request from Friends of Cawston Grange PTA for a donation towards the cost of the Summer Sizzler.

**Action:** Cllr Ms Bestwick to ask them to submit a request for a specific item of funding.

Email from WALC advising on No Capping of Parish Precepts 2014-15.

NALC Financial Briefing on the Repeal of s.150 (5) of the Local Government Act 1972.

NALC Legal Topic Note LTN 30 on Defamation.

NALC Legal Topic Note LTN 8 on Elections.

Predetermination Rules Guidance.

**11. To consider and discuss any relevant planning notices including a summary of the previous month's action**

**Approval**

R13/2230 – 20 Noble Drive, retention of hard surfacing to front of building.

**Applications**

R13/2223 – 9 Monk Close, requiring certificate of lawfulness for retention of hard landscaping to front and side of property.

R13/2280 – 23 Planter Close, change of use from 4 to 7 bed house. This item was covered earlier in Section 5 as it was specifically raised by a resident.

R14/0313 – 5 Brudenell Close, conversion of garage to ancillary living accommodation.

**12. To discuss items requiring the clerk's attention**

Cllr Mrs Wilson said that the amendment to bank signatories would now require a new form due to the change of bank name from Lloyds TSB to Lloyds. She will co-ordinate this.

**There being no further business the meeting closed at 9.31 pm**

Signed as a true record;

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(Chairman) (Date)